

**TOWN OF TROUTMAN  
400 NORTH EASTWAY DRIVE  
TROUTMAN, NORTH CAROLINA**

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**July 10, 2017 – 4:00 P.M. – Troutman Town Hall**

Council Members Present: Mayor Teross W. Young, Jr.; W. Paul Henkel; Sally P. Williams; Judy Jablonski; James K. Troutman; Paul R. Bryant

Council Members Absent: None

Staff Present: Justin E. Longino, Town Manager; Steven H. Shealy, Finance Director; Kimberly H. Davis, Town Clerk; Matthew A. Selves, Police Chief; Erika G. Martin, Planning Director; Adam K. Lippard, Public Works Manager; Emily M. Watson, Parks and Recreation Coordinator, Shannon Reidlinger, Town Intern

Press Present: Debbie Page, SVL Free News  
James Neal, Statesville Record and Landmark

Others: (Sign-In sheet is attached to these minutes)

**I. MAYOR TEROSS W. YOUNG CALLED THE MEETING TO ORDER**

**II. MISCELLANEOUS BUSINESS**

**A. Business from Council and Mayor**

**Miscellaneous Business/Additional Comments:**

- Mayor Young:
  - Announced he will not be able to attend the regular Town Council meeting on Thursday, July 13<sup>th</sup> due to a work conflict.
- Council member Bryant:
  - Asked for confirmation/clarification regarding House Bill 100, an act to restore partisan judicial elections for North Carolina (effective January 1, 2018), and its effect regarding municipal elections. Mayor requested that Council member Bryant forward a copy to the Town Manager for review/clarification and distribution to all council members.
- Council member Troutman:
  - Requested that the Town get permission from the landowner of the lot located at the end of Eastway Drive to allow the Town to mow and maintain the area where Town event signs are posted. Staff to contact property owner.
  - Informed Public Works Manager Adam Lippard that Bell Construction never corrected the Rumble Street paving issue. Public Works Manager Lippard to contact the construction company.
  - Requested that Public Works Manager Lippard contact NCDOT regarding a dip in the road on Wagner Street.
- Council member Henkel:
  - Asked staff why contractors have not been working on the Greenway projects. Public Works Manager Lippard responded that with all the rain, Bell is way behind on all their projects.

Council member Henkel asked that staff follow-up with both Bell Construction and Country Boy.

- Council member Williams:
  - ° Stated that the paper advertised there are four Council member seats were open for election filing verses three seats. Town Manager Justin Longino commented that he contacted the paper regarding the error and the correction ran the following day.

### **1. Discussion of Draft Ordinance Regarding Sunday Alcohol Sales**

Mayor Young explained that the “Brunch Bill”, a Sunday alcohol sales Bill was passed and signed by the Governor on June 30<sup>th</sup> changing the time allowed to sale alcohol on Sundays from noon to 10:00 am. He commented that he does not know if Troutman has restaurants that are open before noon on Sundays that sell alcohol, but if Troutman were to allow the earlier time it would benefit the retail side. A lot of municipalities have started changing to the new allotted time. (Draft ordinance was included in Councils meeting packets).

\*Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, approved adoption of the draft ordinance changing the time of alcohol sales on Sundays from noon to 10:00 am.

## **B. Business from Staff**

### **1. Discussion of Park Alcohol Ordinance**

Town Manager Justin Longino introduced a draft of the town’s Park Alcohol Ordinance researched and developed by Parks and Rec, Coordinator Emily Watson and Planning Director Erika Martin. He commented that it is a well thought out document, and asked for Council’s feedback.

Council member Henkel suggested that in sections referring to “wine”, to be clarified as “unfortified wine”. He also suggested clarification that “alcohol” only be allowed at events held at the park, and not at the Town Depot.

Discussion was held regarding language concerning alcohol control at private events and liability. Council member Jablonski asked that the ordinance not allow alcohol at private events. Council member Bryant presented arguments in favor of not allowing alcohol at private events, and asked why go through the hassle of trying to manage people's bad choices when there are signs all over the park prohibiting alcohol.

Mayor Young stated that from a staff perspective, they were asked to bring back a policy consideration, and from Council’s feedback he is understanding that Council want to do away with allowing alcohol at private events. Council member Henkel stated that beer and unfortified wine be only allowed at town co-sponsored/partnered events. Staff to present revised draft to Council upon completion.

\*Upon motion by Paul Henkel, seconded by Paul Bryant, and unanimously carried, approved that no alcohol be allowed at private events; alcohol is allowed at only special town co-sponsored/partnered events as they are approved by the Town Council as in the policy currently in place. No BYOB at any event (private or public).

Council member Jablonski made a recommendation that more than one police officer be on duty per 250 people in attendance.

Mayor Young presented recommendations and issues to be addressed as follows:

- Ordinance references the park, depot, and the 'Richardson' greenway. He pointed out in efforts of making additional amendments to the ordinance, properties should not be listed by name that once completed there will additional named greenways.
- Asked staff to think about how to manage coolers on greenways during parades or fireworks.
- Expressed apprehension regarding the term(s) "possess/possession" being used. He explained that as the proposed ordinance reads, anyone in possession of alcohol or tobacco on town property (i.e. greenway) is in violation of the ordinance; giving the example: if someone is using the greenway while walking home from a store after purchasing a 6 pack of beer, even though it is unopened, it is in their possession.
- Requested staff to research and give feedback to Council if 1 million dollars is enough coverage in regards to the town's liability insurance, even when partnering/co-sponsoring an event with other agencies.
- In reference to Section 18a.1.3 and Council member Jablonski's recommendation of obtaining more than the minimum of one police per 250 people at a special event, he questioned if more are needed. Police Chief Selves commented that one officer is assigned, but other officers on duty at the time stop in as well. Mayor Young asked Chief Selves if 14 days enough time for notice in a scheduling perspective to make sure there are enough coverage, even if more than one officer is required. Chief Selves responded that 14 days is enough time for scheduling.
- In reference to the last sentence of 18a.1.2, Mayor Young requested that the language be consistent stating that the Certificate of Insurance go to the Town Manager or designee, instead of the Parks and Recreation Coordinator.

## **2. Review of Town Hall Design Options**

As requested by Town Council at a previous town meeting, Town Manager Justin Longino represented the two Town Hall renovation options (A&B) as designed by Architect John Fuller and a copy of the original Town Hall design of a two story option (C), along with revised cost estimates for all options presented. He asked for Council's feedback on the ideas of building out the entire proposed project and lease out space for government related entities such as Iredell County, DOT, DMV, SBI, Iredell County Economic Development Partnership, or non-profit organizations in what would become a Troutman Government Complex recouping some of the cost through lease revenue. Some of the space could be used as meeting space. Council briefly discussed design options in regards to secure storage space and an additional restroom. In comparing the cost estimates for design options A & B, (A-\$1,331,707 & B- \$1,670,563) several council members agreed that it would make most sense to select Option B that offers the most space. Following review of option C (original plan of full buildout) Council requested staff to research contingencies that could possibly fill proposed lease space. Council member Henkel commented that he would like to see a PowerPoint presentation on all three options before moving forward. Mayor Young proposed that staff arrange a presentation with Architect Fuller to provide Council with a more focused discussion and feedback regarding all options proposed.

(Copied in full, Ordinance 17-17 is filed in Ordinance Book 8, Page 170)

(Copied in full, draft Park Alcohol Ordinance, Town Hall Design options and cost estimates, Ordinance 17-17 is file of CD titled: "Town Council Supporting Documents" dated July 10<sup>th</sup> and July 13<sup>th</sup>, 2017 in CD Book #1 titled, "Town Council Supporting Documents")

### **III. REVIEW AGENDA ITEMS PROPOSED FOR REGULAR MEETING OF JULY 13, 2017, (Justin Longino, Interim Town Manager)**

***\*\*See Draft Agenda \*\****

#### **Items Discussed:**

Agenda Item 11. Approval of Amendments to Parks and Recreation Committee's Rules of Procedure  
Planning Director Erika Martin stated that as Parks and Rec. has evolved, so have the roles and needs of the members. In the past, members were required to serve on a park sub-committee for planning and designing of projects. Now that the park has been master planned, the proposed amendment changes the rules requiring members to participate in two events a year. Amendments also include changing "Board of Alderman" to "Town Council" and modernizing the language to "his/her designee" where needed.

Remove: Agenda Item 12. Presentation in Recognition of Joseph Thomas Vincent Blaney as an Eagle Scout Award Recipient from the July 13, 2017 meeting agenda. Mr. Blaney advised that he will be unable to attend the July meeting. The presentation will be added to Council's regular scheduled meeting in August.

Agenda Item 19. Rezoning Request (CZ-RM-17-01) Touché, LLC – Brookside  
Planning Director Erika Martin explained concerns of the community voiced at the Town's Planning Board meeting regarding the proposed conditional rezoning that included: increased traffic, traffic safety, size of the homes and lots. She then reviewed additional concessions as proposed by developers since the Planning Board meeting and the distribution of Council's Board packets. Concessions included: 1) a minimum of 1700 sq. ft. including the garage, and have an option of two story homes on the Georgie Street side of the creek; 2) willing to redirect the access road on Massey Street due to safety concerns. Ms. Martin stated that from a planning standpoint, she does not recommend this due to the road not aligning; 3) off site sidewalk on Massey Street from the entrance of the new development to Georgie Street and York Street; 4) landscaping; and 5) underground wiring.

Council requested that Ms. Martin ask developers to change the minimum square footage of the homes to include only heated square footage (removing garage square footage).

Adjustment: Removing Agenda Item 19(d) "Consider Approval of High Density Permit", making it a separate agenda item (Agenda Item 20) per advisement of Town Attorney Gary Thomas.

Adjustment: Planning Director Erika Martin requested to switch the order of the two rezonings as placed on the agenda, putting RZ-17-06 on the agenda before CZ-RM-17-01 due to the complexity of CZ-RM-17-01.

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#### **Other Items Discussed:**

- Due to responses from the public of not being able to hear people that speak, Town Manager Justin Longino stated he has worked with the sound in the Council Chambers and will try to rearrange the seating.
- Town Manager Longino commented that Troutman may be getting a coffee shop in the Old Tortuga Grill. The business is in the process of obtaining permits through the county.

- Planning Director Martin updated Council regarding Code Enforcement issues commenting that Code Enforcement Officer Sam Leggett is working with property owners of the KFC building and the car wash. He stated that the property owners have voiced issues with their yards torn up with the sidewalk construction and advised that the Town not push cleanup issues until sidewalk construction is complete. Weeds at the KFC have been cut to meet Town ordinance. The condition and safety of the KFC building was discussed. Planning Directed Martin stated that the Town can only enforce the tall grass issue, that there is not an ordinance for commercial buildings. Staff to reach out to the county's commercial building inspector.

#### IV. CALL FOR CLOSED SESSION PURSUANT TO G.S. 143-318.11(a)(5) TO DISCUSS ACQUISITION OF REAL PROPERTY

Mayor Young called for a closed session pursuant to NC General Statute 143-318.11(a)(5) to discuss acquisition of property.

\*Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, approved to hold a closed session pursuant to NCGS 143-318.11(a)(5) to discuss acquisition of property.

**Mayor Young opened the closed session.**

Along with Town Council, Mayor Young asked that Town Manager, Justin Longino; Town Clerk, Kimberly Davis; Planning Director, Erika Martin; Finance Director, Steve Shealy; and Town Attorney Gary Thomas attend the Closed Session.

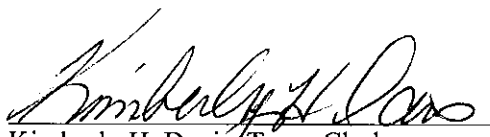
***\*\*MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION\*\****

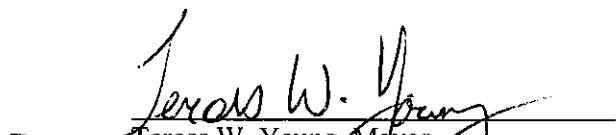
#### **Reconvene Open Session**

\*Upon motion by Council member Henkel, seconded by Council member Williams, and unanimously carried, approved to close the close session and reconvene the open session.

#### V. ADJOURNMENT

\*Upon motion by Council member Troutman, seconded by Council member Henkel, and unanimously carried, Agenda Briefing Meeting of July 10, 2017 was adjourned at 6:23 p.m.

  
Kimberly H. Davis, Town Clerk

  
Teross W. Young, Mayor

(\*) Motion

